

**STATE BOARD ADVISORY PANEL
FOR SPECIAL EDUCATION**

The Arizona State Advisory Panel for Special Education held a meeting at Arizona Department of Education, 1535 W. Jefferson, Room 417, Phoenix, AZ on May 18, 2004, from 9:00 a.m. to 3:00 p.m.

Members Present

Nancy Allen
M. Diane Bruening
Susan Douglas
Phyllis Green
Kathleen McCoy
Kathy McDonald
Terisa Rademacher, Co-chair
Jane Ellen Reid, Vice-chairperson
William Smith
Sue Tillis
Kay B. Turner
Marta Urbina
June Wood, Co-chair

Others Present

Joanne Phillips, Deputy Associate Superintendent,
ADE/ESS
Jeannette Zemeida, ADE/ESS

Members Absent

J'Anne Affeld
Caroline Alcaida
Valerie Huber
Penny Webb

Minutes Approved (As Read)(As Amended)

Chairperson: _____

Signature

Date

Topic	Discussion	Outcome
1. Call to order.	June Wood, Co-Chairperson, called the meeting to order at 9:05 a.m.	1. None
2. Approval of March 16, 2004 minutes	A change was made to the minutes to correct the meeting date listed. Susan Douglas made a motion and seconded by Kathleen McCoy to approve the corrected minutes of the March 16, 2004 meeting.	2. Motion carried
3. Public comment.	Terisa Rademacher welcomed the public in attendance. She explained to those present the procedures for making a comment. Anyone wishing to comment on an agenda item was asked to fill out a brief questionnaire stating which agenda item they wished to comment on. That person would then be called on when that item was discussed.	3. None
4. Subcommittee Break-out/Reports	<p>Ms. Rademacher provided the "Relationship with State Board of Education" subcommittee with a copy of the minutes for the previous State Board meeting. It was decided that since there is not a SEAP member attending the State Board meetings that a member of this subcommittee would obtain a copy of the State Board minutes and report any relevant information to SEAP members.</p> <p>Ms. Rademacher provided the "Teacher Preparation/Certification" subcommittee with a draft of the proposed tiered certification, reciprocity, the alternative certification subcommittee, members of the task force and proposals for certificate renewal.</p> <p>Public Input: No official report for this meeting.</p> <p>Public Relations/Information: Kathy McDonald reported that the subcommittee is creating a brochure regarding SEAP that is targets information for parents. They plan to have it completed by the next meeting.</p> <p>The subcommittee is working on questions for the Panel in order to create a bio of each person. The intent is to spotlight one or more members in the Special Edition instead of providing current meeting topics since the deadline is usually 2-3 months before the issue is printed.</p> <p>The subcommittee also plans to contact local newspapers in order to get press releases out to the public.</p> <p>Relationship with State Board of Education: Sue Douglas brought up the topic of off-level testing. The data may not have been accurate last year due to confusion of parameters. The Panel discussed this issue. Joanne Phillips fielded questions from the Panel. Each district is allowed to test 1% of their students with off-level testing. If the student count exceeds this percentage the district may apply for a waiver. This may occur with charter schools due to a</p>	4. None

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	<p>lower student population. Ms. Phillips recommended that Panel members call the Research and Accountability Unit, Brian Owin (602-364-1996) to have their questions answered.</p> <p>There has been some confusion on who will invite JoAnne Hilde, State Board member, to the SEAP meetings. Ms. Rademacher will write a letter to invite her.</p> <p>Teacher Preparation/Certification: June Wood reported on the subcommittee's activities. They suggested that there should be a teacher requirement for more efficient classroom methods for teaching reading at a very early stage. It should be more than a 3-unit course incorporated into a conglomeration of writing and other skills. Special education teachers need to have more hours of instruction in autism. The subcommittee also suggested that teachers, regular ed and special ed, need more classes in practical instruction.</p> <p>A discussion followed this report regarding taking these recommendations to the certification committee. Ms. Phillips suggested that the subcommittee meet with the Certification committee to discuss their recommendations.</p> <p>Ms. Rademacher asked that the lead person in each subcommittee summarize their activities for the last year and submit a report to her by June 15.</p>	
5. SEAP	<p>Ms. Rademacher stated that she felt that some subcommittees have accomplished their goals. It was decided by the Panel to have a goal-setting session at the next meeting. Carol Massanari will be invited to facilitate. Ms. Rademacher emphasized the importance of attending the goal-setting meeting.</p> <p>The Panel discussed moving the July meeting. It is usually difficult for a lot of members to attend in July. As a result, the Panel decided to move the July meeting to June. It was moved to reschedule the July 20, 2004 meeting to June 29, 2004. The motion was approved.</p> <p>Ms. Rademacher has made some changes to the SEAP application. She provided draft copies to the Panel for review. The biggest change was adding the categories on the application so that individuals could indicate which position they are applying for. Suggestions for additional changes were made. The new application will need to be approved by the state board before it can be used.</p> <p>The Panel had a discussion regarding parent eligibility for parents whose children have reached the age of 22. Ms. Rademacher read a letter from John Copenhagen, Mountain Plains Regional Resource Center. In his opinion, a parent is no longer eligible to fill the "Parent of a Child with a Disability" role once the child is no longer eligible under IDEA. This will affect several parents on the Panel as their terms end. The Panel discussed creating a new</p>	5. Motion approved.

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	<p>category. The Panel also discussed including a student with a disability to the Panel. Additional changes to the SEAP application were also discussed.</p> <p>To add another category, SEAP would have to amend their by-laws. The proposed amendment would need to be put in writing and disseminated to Panel members before the next regularly scheduled meeting. The Panel will need to get approval from the State Board before amending the SEAP by-laws.</p> <p>A co-chair position (Teri Rademacher) was open for election. Dr. Wood opened the floor for nominations of the co-chair. This is a two-year position. Susan Douglas nominated Teri Rademacher for the position. There were no other nominations. It was moved and seconded to accept the nomination of Ms. Rademacher. Ms. Rademacher was re-elected for the position of co-chair.</p> <p>The vice chairperson position was open for election. Dr. Wood opened the floor for nominations of the vice chairperson. The duties of the vice-chairperson were explained. This is a one-year position. June Wood nominated Jane Ellen Reid. There were no other nominations. It was moved and seconded to accept the nomination of Jane Ellen Reid. Ms. Reid was re-elected for the position of vice chairperson.</p> <p>At the March 16, 2004 SEAP meeting Panel members reviewed a proposed change to the by-laws regarding absenteeism. Ms. Rademacher read the proposed changes. Kathleen McCoy made a motion and seconded by Diane Bruening to adopt the proposed changes to the SEAP by-laws under Article 3, Section 3, Absenteeism. Motion carried.</p> <p>The meeting dates for the 2004-2005 year are:</p> <p>June 29, 2004 [This will fall into the 2003-2004 year] September 21, 2004 November 16, 2004 January 18, 2005 March 8, 2005 May 17, 2005 June 21, 2005</p> <p>Jane Ellen Reid made a motion and seconded by Kay Turner to approve the 2004-2005 SEAP calendar year.</p> <p>Ms. Rademacher facilitated a discussion regarding "Protocol and Conduct" for SEAP meetings. After a lengthy discussion among the Panel, the following rules were adopted:</p>	

Topic	Discussion	Outcome
	<ol style="list-style-type: none">1. Avoid sidebar conversations.2. Wait to be recognized by the Chair before speaking.3. Start the meeting on time!4. Be hard on issues, soft on people.5. Come to the meeting prepared.6. Refrain from abusive conduct, personal charges or verbal attacks. <p>Kay Turner made a motion and seconded by Jane Ellen Reid to adopt ground rules. Motion carried.</p>	
6. Highly Qualified Teachers	<p>Miriam Podrazik, the Comprehensive Systems of Personnel Development (CSPD) Coordinator for Exceptional Student Services, Arizona Department of Education spoke to the Panel regarding Highly Qualified Teachers.</p> <p>Reauthorization of IDEA will mirror No Child Left Behind. The US Department of Education contributes \$2.9 billion for No Child Left Behind under Title II for the provision of Highly Qualified and Personnel Development. Ninety-five percent (95%) of the \$2.9 Billion comes into the states under a formula-based process and is distributed to the schools. The money can be used for classroom size reduction and professional development for teachers. The state may only keep 1% for administrative allocation. Two and one-half percent (2 ½ %) can be spent at the state level for state initiative. The rest of the money goes to higher education.</p> <p>Small communities are concerned about obtaining Highly Qualified Teachers. Ms. Podrazik suggested that a partnership with Title II and IDEA funded would be beneficial to schools.</p> <p>Ms. Podrazik provided Panel members with a notebook of information that included information on websites and on-line newsletters regarding highly qualified teachers. She included recent issues of Education Daily. The website for Education Daily is www.educationdaily.com. The notebook also included a section on Title II Q&A; definitions for highly qualified special education teachers, certification information and HOUSSE (Highly Objective Uniform State Standard of Evaluation).</p> <p>Schools are going to have to get creative about getting their teachers qualified and to attract new teachers. One idea is to “home-grow” teachers in the area by paying tuition in exchange for service in the district. The payback would amount to two years of service for every one year of support.</p> <p>Ms. Podrazik fielded questions from the Panel.</p>	6. None

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	Ms. Podrazik offered to contact the US Dept. of Education to have someone speak to SEAP regarding highly qualified teachers.	
7. State Board Meeting Report	Barbara Kilian will not be able to attend State Board meetings and report back to SEAP due to health issues.	7. None
	Ms. Rademacher will speak to Christy Farley, State Board, about getting an advance copy of minutes to SEAP.	
8. Self-Assessment	This topic was tabled until the June meeting.	8. None
9. Exceptional Student Services	ESS has received an information request from an attorney regarding ESY information that ADE/ESS has sent to LEAs from January 2003 to the present.	9. None
	ESY applications are currently on-line.	
	ESY funds are still available for the 2003-2004 school year. Ms. Phillips encourages all LEAs to apply for the funds if they are needed.	
	The Due Process Hearing change to a 1-tier system has hit a snag in the Attorney General's office due to a conflict with the wording. ESS is currently working on the AG's concerns. At the next State Board meeting the AG's office will reject the Due Process Hearing rules but allow the Braille Law and the Educational Interpreter, which were also part of the packet, to move forward. ADE/ESS will have to start at the beginning for the Due Process Hearing rule and resubmit it.	
	The Attorney General's office has informed ADE/ESS that private day schools cannot request emergency certification. ADE does not have the authority to grant emergency certification to private day schools. Emergency Certificates were erroneously issued to several private day schools based on the fact that they had a county-type-district-school (CTDS) number (which is a school identifier for reporting data) assigned to them. Certification was under the impression that these schools were charter schools.	
	By 2006 all teachers must be highly qualified, so Emergency Certificates will not longer be granted at that time.	
	Ms. Phillips gave a brief overview of the OSEP conference. She was very disappointed in the conference this year. She said that all sessions were overviews and they had nothing new to share.	

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10. Diplomas and Graduation Requirements	<p>Ms. Phillips reported that Superintendent Horne has appointed Margaret Garcia-Dugan to head a task force for the Department. At this time the task force and the Superintendent do not have the same viewpoint.</p> <p>Ms. Phillips will keep the Panel informed of any progress that is made by the task force during the summer.</p> <p>Panel discussion was tabled until a future meeting.</p>	10. None
11. Next meeting and agenda items.	<p>The following items were proposed for the agenda for June 29, 2004 meeting:</p> <ul style="list-style-type: none">◆ Facilitated Goal Review/Goal Setting◆ Self-Assessment◆ Member Qualifications <p>These items need to be postponed until future meetings:</p> <ul style="list-style-type: none">◆ Diplomas and Graduation Requirements◆ Highly Qualified Teachers◆ Early Childhood Certification – Karen Woodhouse	11. None.
12. Adjournment	Seeing no further business, Ms. Rademacher adjourned the meeting at 2:54 p.m.	12. Adjournment.